

## **Minutes of Planning Commission Meeting 07-05, May 21, 2007**

### **Roll Call: 7:05 pm**

Commissioners present were Chair Fitzhugh, Jeffrey, Supplee, and Nicosia. Michele Braun was present as Clerk. Allen Prior, Bill Chase, Patricia Coppolino, and Ezra Tautfest were present.

### **Approval of Minutes**

Nicosia moved to approve the minutes of Meeting 07-04, April 16, 2007, and Meeting 07-04S, April 23, 2007. Jeffrey seconded the motion. **The motion passed 3-0-1.**

### **Subdivisions**

Mary and James Tautfest applied to subdivide their property on Woods Road. Nicosia recused himself, as his property abuts the Tautfests' property. The Commission had several questions about the proposal: a permanent easement for access to Lot 5B is required to be shown on the plat; 4B is too small, but could take acreage from 5B to meet minimum acreage requirements; lot line between 4A and 4B is not shown on plat. Jeffrey moved to approve the subdivision of Lot 5A, as proposed; Supplee seconded the motion. **The motion passed 3-0-1.** Jeffrey moved to postpone action on additional lots; Supplee seconded the motion. **The motion passed 3-0-1.**

Allen Prior has applied to subdivide his property on Berlin Pond Road. He proposed the creation of two 3-acre lots, but the property was zoned Secondary Agricultural, which has a 5-acre minimum lot size. Jeffrey moved to postpone action until the June 18 meeting; Nicosia seconded the motion. **The motion passed 4-0-0.**

### **Sign Permits**

Verne DuClos has applied for a permit for a sandwich board sign for the Northfield Farmers Market. The Farmers Market is not non-profit, so cannot have an off-premise sign. Trustees as owners of the Village Common should apply for the sign as on-premise. Supplee moves to postpone action until a Special Meeting on May 23, pending Trustees' agreement to apply for the sign permit; Nicosia seconded the motion. **The motion passed 4-0-0.**

Lawton Rutter has applied for a permit for a sandwich board sign for the Northfield Ambulance Volunteers. Jeffrey moved to approve the request; Nicosia seconded the motion, on the condition that the sign be placed outside the road Right-of-Way. **The motion passed 4-0-0.**

John Kerin has applied for a permit for a sign for Bond Auto Parts. Jeffrey moved to approve the request; Supplee seconded the motion. **The motion passed 4-0-0.**

### **Other Business**

- Presentation by Northfield Conservation Co-operative  
Patricia Coppolino reviewed the state statutes regarding Conservation Commissions, a sample of other towns' Conservation Commissions' activities, and provisions of the Municipal Plan relate to the nascent Conservation Commission. The group has numerous activities planned for the coming year, and hopes to garner voter approval at Town Meeting 2008.

- Dolly Stone Memorial Field  
ZA presented a site plan provided by John Diebold of a possible new soccer field. Commission directed ZA to request site plan review; the permit can't be denied, because it's exempt, fee will be waived, because it's the town, but they want to see dimensions, scale, more information and have a warned public hearing for comments.

#### **Report from CVRPC**

New FEMA maps should arrive soon, and the town must review them.

#### **Executive Session**

ZA requested Executive Session to discuss a personnel matter. Jeffrey moved to go into Executive Session; Nicosia seconded the motion. **The motion passed 4-0-0.** Jeffrey moved to come out of Executive Session; Nicosia seconded the motion. **The motion passed 4-0-0.**

#### **Adjournment: 9:35 pm**

A motion to adjourn was made by Jeffrey and seconded by Supplee. **The motion passed 4-0-0.**

Michele Braun  
Zoning Administrator / Clerk

These minutes are subject to approval at the next regular meeting; however, they are substantially correct.